

CONSOLIDATED INFORMATION TECHNOLOGY SERVICES TASK ASSIGNMENT (TA)

1. **TITLE:** (B602) LPM Development and Deployment Support

TA No: 175-Rev4

Task Area Monitor: **Alternate Task Area Monitor:**

None

NASA POC: **Software Control Class:**

Low Control

Type of Task: Non-Recurring Task

2. BACKGROUND

In 2005 the Labor Pricing Module (LPM) was developed for use by the Agency Labor Budget Analysts. The LPM ties together the planned FTE contained in the WIMS Workforce Planning System (WPS) with the actual costs of that planned labor.

Labor costs are generally either derived from the FPPS salary and benefit information or entered into the LPM interface and calculated.

The primary output document of LPM as of the initial writing of this document is the Format 1 Report. Also, the Agency has requested FTE plans and labor costs be loaded into the agency Budgeting System, N2. This interface is a requirement for development and deployment in FY07.

As of the initial writing of this document, LPM is used by several Agency Labor Budget Analysts. However, LPM has not been endorsed by the Agency as an official Agency system. When endorsement is received, it will be noted in this task.

LPM although developed as a module within WIMS will, in version 2.0, be decoupled from WIMS and will become a separate system. A separate CCB was established to prepare and allow for the management of LPM by the Agency Labor Budget Analysts.

3. OBJECTIVE

The objective of this task is to document and develop the LPM requirements for each version release. LPM will be updated and released on a quarterly schedule.

The ongoing support for the operations and maintenance of the LPM application will be covered under TA 101, along with WIMS. However, planning for the operations and maintenance activities and infrastructure will be performed in this task. This TA will cover the requirements and tasks necessary to provide LPM to NASA.

Since LPM is used throughout the Agency, the customer support base is not limited to LaRC.

The interaction and collaboration between all members of the LPM Deployment Team and ConITS support staff (both Civil Service and ConITS) will be integral to this tasks success.

4. GENERAL IT SUPPORT SERVICES

General IT Support Services Performance Metrics

Performance Standard: Each software release meets requirements and is installed as scheduled

Performance Metrics:

- Exceeds: A fully functional release is installed in production prior to its scheduled delivery date and it meets version requirements. No anomalies attributed to the release are found following implementation into production.
- Meets: A fully functional release is installed in production on its scheduled delivery date and it meets version requirements. No anomalies attributed to the release are found following implementation into production.
- Fails: A fully functional release is installed in production after its scheduled delivery date or the installation does not meets version requirements or anomalies attributed to the release are found following implementation into production.

Performance Standard: Documentation for each release meets work area requirements and schedule.

Performance Metrics:

- Exceeds: All documentation for each release is delivered to the TAM/customers as scheduled and meets work area requirements with no anomalies.
- Meets: All documentation for each release is delivered to the TAM/customers as scheduled and meets work area requirements with only minor anomalies.
- Fails: One or more of the documents delivered to the TAM/customers after its scheduled delivery date or does not meet work area requirements.

5. SYSTEM AND APPLICATION DEVELOPMENT SERVICES

None required.

6. WORK-AREA SPECIFIC SERVICES

Work Area Title: LPM Releases

LaRC Manager:

Work Area Description: Support LPM Releases

Work Area Requirements: - Collaborate with the customers and the TAM to identify release requirements

- Develop at a minimum per release; a Requirements Document (RD), System/Software

Version Description Document (SVDD), and release specific training materials. Documents shall meet their intended purpose and not require significant rework following their scheduled delivery date.

- Manage the testing of the release both internally (within the WIMS team) and externally (customer acceptance testing).
- Manage the release into the production environment.
- Document the tasks, timeline, and resources in the project schedule.
- Promote customer understanding of the release through WebEx demonstrations, documentation and training.

7. Exhibit A

None required.

8. SPECIAL SECURITY REQUIREMENTS

Ensure compliance of LPM with Government security policy. Ensure the security of data transmission between LaRC and off Center systems. Ensure the secure storage of data elements deemed sensitive by the Government (i.e. salary, employee information, work schedule, etc..)

9. SOFTWARE ENGINEERING PROCESS REQUIREMENTS

The Software Control Class requirements of this TA are determined to be "Low", therefore the software acquisition & control process described in the ConITS master TA SL001 shall apply to this TA.

10. JOINT REVIEW SCHEDULE

Meetings will be scheduled weekly to discuss project status, milestones, deliverables and issues. The Contractor shall be responsible for documenting the minutes of this meeting and submitting to the TAM via email. At minimum the minutes shall contain: Actions Items, person assigned, status of action items.

11. PERIOD OF PERFORMANCE

This TA is effective from 11/01/05 to 04/27/09

12. TECHNICAL PERFORMANCE RATING

Technical Rating shall be based upon Quality and Timeliness as describe below.

Quality: 50% Timeliness: 50%

13. RESPONSE REQUIREMENTS

Within two weeks from the receipt of this task assignment, submit to the Contracting Officer's

Representative, an original and two copies of a Task Plan. This Task Plan shall address the contractor's lead personnel; specific work plans; and the associated estimated labor hours, cost and schedule.

14. FUNDING INFORMATION

Funding has not been entered for this TA.

15. MILESTONES

None required.

16. DELIVERABLES

Number	Deliverable Item	Deliverable Schedule
1	Install LPM Release into Production (For Each Release)	As identified in the LPM Project Schedule (maintained and managed under task 101)
2	LPM Documentation (For Each Release)	As identified in the LPM Project Schedule (maintained and managed under task 101)

17. FILE ATTACHMENTS

None.